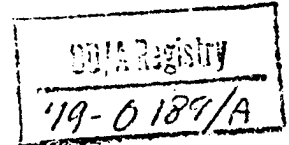
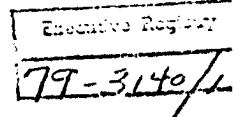


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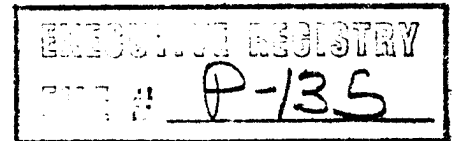
24 JAN 1979



MEMORANDUM FOR: Director of Central Intelligence

 FROM :   
 Acting Director of Personnel

SUBJECT : Summer Intern Program

REFERENCE : Your Memo dated 15 January 1979,  
Same Subject

1. Action Requested: This memorandum responds to your request for information concerning our student employee programs.

2. In your memorandum you stated that you understood that our summer-only program for hiring high school students for sons and daughters of our employees was in trouble. We believe the original potential problem has been alleviated. As you will recall, on 22 December 1978 an announcement was made that applications for this program was extended from 26 December 1978 to 2 January 1979. As a result of this announcement, a total of 388 applications was received to fill  jobs. This is eight more than last year. Since then, the applicants have been tested, most of them have received their physical examinations, and security processing will be initiated shortly.

3. You further requested a brief recap of the various summer hiring programs. There are two programs restricted to the summer, and an additional one that goes on year-round in which we hire student employees:

a. Summer-Only Program: This is the program under which we hire dependents of Agency employees for the summer. Applicants must be at least 17 but no more than 23. They are hired to perform essential work, mostly in the clerical area. They are used to catch up on backlogged, routine clerical work and to substitute for lower-graded clerical employees during the summer vacation period. In the 1978 program,  summer-only's were high school graduates and  were in college.

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b. Graduate Fellow Program (formerly known as the Summer Intern Program): This program was initiated in 1965 to employ graduate students to perform regular substantive research functions. Depending on the person's background, he or she performs the same work as permanent analysts, but of a lower priority. For 1979 we have requirements for [ ] graduate fellows (including [ ] in whom you have expressed an interest). We expect to receive about 400 completed applications and put about [ ] in process. Graduate fellows bring with them the latest academic training and take back to the campuses knowledge of the analytical process and an awareness of the professional competence of the Agency personnel. About one-fourth of the summer graduate fellows are now permanently employed with the Agency.

c. Student Trainee Program: This program, referred to as "cooperative education" on college campuses, has been used by CIA since 1961. It is a program in which students alternate terms of going to college with employment, including some who are scheduled to work in the summer. It is used primarily to recruit and develop people in hard-to-get categories, such as engineers. We presently have [ ] student trainees in the program, working in [ ] offices. We are in the process of recruiting about [ ] more. Approximately half of these students have remained with the Agency as permanent employees upon receiving their college degrees.

All three programs include college students.



Distribution:

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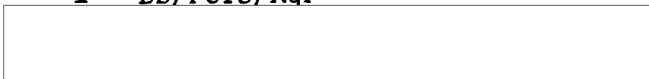
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